

Office of Professional Preparation and Certification Services

State Board-Continuing Education Unit (SB-CEU) Program

Who is eligible to use SB-CEUs for certificate renewal?

Individuals who hold the following certificates are eligible to use SB-CEUs for certificate renewal every five years:

1. The Professional Education Certificate
2. The Occupational Education Certificate
3. The School of Psychologist Certificate

The above certificates require renewal every five years. The renewal requirement includes the completion of six semester hours of appropriate coursework through an approved institution, 18 SB-CEUs, or a combination of both. School Administrators are required to complete six semester hours, 18 SB-CEUs, or a combination of both every five years for continued employment.

What are SB-CEUs?

State Board-Continuing Education Units (SB-CEUs) are State Board-approved in-service, workshop, training, or conference credits that are used for the renewal of selected certificates issued by the Michigan Department of Education (MDE). SB-CEUs are calculated by dividing the total number of contact or instructional hours by the number ten. Thus, an eight-hour session would be eligible to receive eight tenths (.8) of an SB-CEU.

Significance of SB-CEU

Generic CEUs cannot be used toward renewal of a Michigan Teacher or School Psychologist Certificate. Only state approved SB-CEU training counts toward certificate renewal. Training programs and/or conferences sponsored by either an authorized provider of the International Association for Continuing Education and Training (IACET) and/or Michigan Virtual University (MVU) may be eligible for SB-CEUs via a collaborative agreement between MDE and IACET and MVU, respectively.

Approved Sponsors

Only approved sponsors may apply directly to the MDE for approval to offer training and/or conferences for SB-CEUs. An approved sponsor may be in any one of the following six categories:

1. Michigan accredited colleges and universities
2. Michigan institutions approved by the State Board of Education to prepare Michigan teachers
3. Michigan accredited community colleges
4. The Michigan Department of Education
5. Michigan school districts (both local and intermediate) private schools, and public school academies
6. Local, state, and national (with state or local chapter) professional education organizations

Individuals and private vendors may not submit SB-CEU program approval application directly to the MDE. They may, however, have their program approval application submitted through an “approved SB-CEU sponsor”. For a listing of approved SB-CEU Sponsors, visit our website at www.solutionwhere.com

SB-CEU Record Keeping

Both the approved SB-CEU sponsor and the individual are responsible for record keeping. The sponsors are required to collect and maintain records of all eligible participants who request SB-CEU credit. Participants are responsible for maintaining certificates of completion for all SB-CEU programs for which credit was granted. If a certificate of completion is lost, the program sponsor can be contacted for a duplicate copy of the SB-CEU transcript.

Non-traditional activities eligible to receive SB-CEU credit

In addition to traditional workshops, seminars, training, and conferences, the State Board of Education, has approved non-traditional professional development activities, which are also eligible to receive SB-CEU credit. These SB-CEU activities are as follows:

1. Serving as a Mentor Teacher
2. Serving as a Supervising Teacher
3. Serving as a Supervising School Psychologist
4. Serving on a State Board-Appointed Advisory Committee
5. Serving on an Approved Accreditation Review and/or Site Visit Team
6. Serving on a School or School District's PA 25 School Improvement Team
7. Completion of the Portfolio Component of the National Board for Professional Teaching Standards (9 SB-CEUs)
8. Completion of the certification process and being awarded certification from the National Board for Professional Teaching Standards

As with all approved SB-CEU programs, the Program Approval Application must be received at MDE a minimum of 30 days prior to the first day of training. For a Master Listing of Approved SB-CEU Programs, visit our website at www.solutionwhere.com

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